**FKAAB/JPS/KFA/7/2020**

# FACULTY OF CIVIL ENGINEERING AND BUILT ENVIRONMENT

### UNIVERSITI TUN HUSSEIN ONN MALAYSIA

**PRE-VIVA ASSESSMENT & THESIS SUBMISSION**

**-- MASTER BY RESEARCH (KFA) --**

### PROCEDURE

1. Student submits Thesis to Faculty. **(Section 1)**
2. Pre-viva assessment is made by the Panel of Assessors. **(Sections 2-4)**
3. The form is to be returned to the student for discourse with the Supervisor.
4. The necessary amendments / corrections are to be performed on the Thesis.
5. The Supervisor approves of the final Thesis draft. **(Section 5)**
6. Final Thesis draft sent to chairperson and obtain chairperson’s approval. **(Appendix A)**
7. Student returns the final Thesis draft to the Faculty for JKPSF’s endorsement. Student required to make 2 copies of this form, 1 copy to faculty and 1 copy for Centre for Graduate Studies. **(Section 6)**
8. Faculty submits the Thesis **with this form** to the Centre for Graduate Studies. **(Section 7).**

# SECTION 1: Student

## (To be filled by Student.)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name: |  | | | Matric. No.: |  |
| Faculty: |  | | | Date: |  |
| Semester …....….. Session ……..……/…………… | | | | Level of Study: | PhD |
| Programme & Code: | | |  | Master’s |
| Title of Research: | |  | | | |
| Supervisor(s): | | ………………………………………………………………………..………… (Main Supervisor)  ………………………………………………………………………..………… (Co-supervisor 1)  ………………………………………………………………………..………… (Co-supervisor 2) | | | |

**SECTION 2: Assessment**

*(To be filled by Assessor.)*

|  |  |  |
| --- | --- | --- |
| **Item** | **Component** | **Comments** |
| 1 | Title | ……………………………………………………………………………………………………  …………………………………………………………………………………………………… |

|  |  |  |
| --- | --- | --- |
| 2 | Abstract | ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  …………………………………………………………………………………………………… |
| 3 | Introduction | ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  …………………………………………………………………………………………………… |
| 4 | Problem statement | ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  …………………………………………………………………………………………………… |
| 5 | Research objectives / questions | ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  …………………………………………………………………………………………………… |
| 6 | Literature review | ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  …………………………………………………………………………………………………… |
| 7 | Research design and output:   * Research method * Data collection and analysis * Discussions and findings | ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  …………………………………………………………………………………………………… |
| 8 | Significance / Applied value of research | ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  …………………………………………………………………………………………………… |

|  |  |  |
| --- | --- | --- |
| 9 | References | ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  …………………………………………………………………………………………………… |
| 10 | a) Language   * Please state if proofreading is necessary. * Proofreading: proof to be attached (if applicable).   b) Organisation and format   * In accordance with Thesis Writing Guide UTHM   c) Plagiarism check   * Similarity   index 30%) proof to be attached. | ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  …………………………………………………………………………………………………… |
| 11 | Publication   * Front page of publication paper proof to be attached   (Master’s: min 1 scopus; PhD: min 2 scopus) | ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  ……………………………………………………………………………………………………  …………………………………………………………………………………………………… |

**SECTION 3: Outcome of Assessment**

*(To be filled by Assessor.)*

|  |  |  |
| --- | --- | --- |
| **Ranking**  **(Tick ONE)** | | **Descriptions** |
|  | 1 | Excellent work with optional amendments proposed. |
|  | 2 | Good work with minimal amendments required. |
|  | 3 | Satisfactory work, but minor corrections are required. |
|  | 4 | Satisfactory work, but substantial corrections are required. |

*\*The final thesis draft is to be endorsed by the Main Supervisor.*

# SECTION 4: Chairperson’s Endorsement

## (To be filled by Assessor.)

Name / Designation: ……………………………………………..….…………………………………………………….

Faculty: ………………………………………………………………………………………………….………………………..

Signature: ………………………………………………… Date: ………………………….

(Official stamp)

# SECTION 5: Supervisor’s Declaration

## (To be filled by Supervisor.)

I have reviewed the final Thesis draft and hereby affirm that it is to the best of my knowledge and professional judgement qualified for submission to the Examiners.

Name / Designation: ……………………………………………..….…………………………………………………….

Signature: ………………………………………………………………. Date: ………………………….

(Official stamp)

# SECTION 6: Faculty’s Postgraduate Studies Committee (JKPSF)

## (To be filled by Head of Department)

Endorsed by:

Name / Designation: ……………………………………………..….…………………………………………………….

Signature: ………………………………………………………………. Date: ………………………….

(Official stamp)

# SECTION 7: Centre for Graduate Studies- Receipt of Thesis

## (To be filled by CGS.)

Received by:

Name / Designation: ……………………………………………..….…………………………………………………….

Signature: ………………………………………………………………. Date: ………………………….

(Official stamp)

***Endorsed by JKPSF September 2020***